

**Village of Holmen
Public Works Committee
May 2, 2013**

Chairman Neal Forde called the Public Works Committee meeting to order at 6:30 PM on Thursday May 2, 2013. Members present: Forde and Anderson. Also present: Administrator Scott Heinig, and Director of Public Works Dean Olson.

Motion by Anderson, seconded by Forde, to approve the minutes of the April 4, 2013 meeting - carried unanimously.

Public Comment

No public comments.

Director's Monthly Report

Sanitary Sewer Department

The WWTP has been operating well in the last month. The fields for sludge disposal have been approved by the DNR, but the contractor is waiting for better weather conditions to proceed. The sludge drying bed roof appears to be working – 13.2% solids. We experienced a sewage back-up on 4/12 at 320 North Star Road. We are working with the insurance company and the owner on the clean-up. A float failed in the Remington Lift Station on 4/25 – new floats have been ordered to replace the old ones.

Water Department

We contacted Davy Engineering to stop any further design on the modifications to the fluoridation system. We have started a pilot test for the fluoridation system, using water and calculating the flow rates. We started flushing hydrants on Tuesday, but have had to stop periodically to plow snow and accomplish other tasks.

Street Department

Snow/sleet on April 14 had 2 men in to open drive lanes. We are continuing to sweep streets, but have been delayed due to weather conditions. There are no sidewalk issues to report at this time.

Storm Water Department

Chipping is scheduled for next week – we anticipate this taking the majority of the week to complete. The Village Compost Site is open.

Other

Diggers locates are up significantly and we hope to have our new student summer help assist with that task over the summer months. I had a demonstration for a GPS system, but am not certain this is the route we should go. We continue upgrading our mapping program, converting to Autocadd.

Action Items

Recommend to Village Board – Approval of update to the Emergency Operations Plan – DPW Olson has revised the existing plan, updating the pertinent personnel changes and phone numbers. Motion by Anderson, seconded by Forde to recommend the Board approve the update to the Emergency Operations Plan – carried unanimously.

Recommend to Village Board – Approval of the Cross Connection Inspection contract – DPW Olson distributed a Request for Quotes to firms for the Cross Connection inspection program. The Village inspects 300 residential and 50 commercial properties each year. Motion by Forde, seconded by Anderson to recommend the Board approve Wisconsin Municipal Services of Delavan, WI for the 2013 Cross Connection inspection contract for a total cost of \$14,750.00 – carried unanimously.

Recommend to Village Board – Approval of the 2013 Hydrant Painting contract – DPW Olson presented a quote from Ferguson for repainting 37 hydrants during 2013. Motion by Anderson, seconded by Forde to recommend the Board approve the contract with Ferguson in the amount of \$4,255.00 – carried unanimously.

Recommend to Village Board – Approval for the purchase of a Subsurface PL-2000 Locator – DPW Olson gave some background this piece of equipment to assist with location of our utilities. This will allow us to accurately trace water main pipe, sanitary sewer lines with tracer wire, as well as electric lines as needed. Motion by Forde, seconded by Anderson to recommend the Board approve the purchase of the Subsurface PL-2000 for a cost of \$2,900.00 – carried unanimously.

Discussion – Publication of the Consumer Confidence Report – Director Olson explained that the Water Utility is required to prepare a report each year regarding the status of the drinking water in the community. This report will be published in the newspaper and also posted on the Village web site and posted in other locations for the public to read. The Board has required Public Works staff to inform residents prior to starting the fluoridation process. At the suggestion of Charlie Cameron, our local DNR representative, the information regarding the start of fluoridation will be included in that report. The committee felt this approach is the best way to notify the residents of the start of fluoridation of our water system.

Discussion – Update on the Hwy-35 water main extension project. – Director Olson has been working on a design for a water main extension from the Park Lawn Estates development, northerly to serve residents of the Village that currently do not currently have municipal water. Preliminary plans will be sent to utilities next week and we hope to have bids back by the next meeting date for contract consideration.

Discussion – Hwy-35 reconstruction/forcemain project. – Director Olson provided preliminary costs for the installation of the force main associated with the regionalization of the WWTP that was recommended in the Facility Plan. Once the Facility Plan has been reviewed by the DNR, we may want to consider incorporating the forcemain construction with the reconstruction project.

Discussion – Update on the 2013 Alley Reconstruction project. – Director Olson presented anticipated costs for the reconstruction of the north-south section of the alley behind Village Hall. The condition of the pavement has deteriorated significantly this spring and feels continued patching is not feasible. The Committee asked Director Olson to notify the adjacent property owners of the potential costs.

Adjourn

Motion by Anderson, seconded by Forde to adjourn at 7:50 PM - carried unanimously.

Dean K. Olson
Director of Public Works